

CANS Bulletin

June 2018

CANS

Child and Adult Nutrition Services



south dakota
DEPARTMENT OF EDUCATION
Learning. Leadership. Service.

In This Issue

[The Grapevine: A Note from Cheriee](#)

[Income Eligibility Guidelines Updated for SY18-19](#)

[South Dakota Sponsor Spotlight](#)

[Pick It! Try It! Like It!](#)

[Check in With CANS Monthly Conference Calls](#)

[Food Allergies: Helping Schools Prepare to Respond](#)

[CANS Welcomes Katie Dryden](#)

[Professional Standards](#)

[CANS Welcomes Intern Miranda Rockwood](#)

[Smarter Lunchroom Tips](#)

[Upcoming Summer SNP Trainings](#)

[USDA Foods Processing Regulation Changes Webinar](#)

[School Nutrition Association State Conference](#)

[SNA Webinar Wednesdays Series](#)

[Nonprogram Foods Resources and Reminders](#)

[Building the Future with CACFP](#)

[Fuel Up to Play 60 Grants Available](#)

[Summer Food Service Program Guidance Tips and Locating Sites](#)

[Eligibility Manual for School Meals 2018-2019](#)

[Updated Policies and Regulations](#)

[Contact CANS](#)

The Grapevine—A Note From Cheriee

June seems like it should be a quiet month, but summers have become our busiest time of the year because CANS continues to work hard for our sponsor agencies! Many of our staff are working on wrapping up program reviews from the prior year, updating and getting out to conduct trainings, revising program/school year documents, and SFSP applications are being approved quickly. We continue to work through the summer, so feel free to call or email your questions if you are also working through the summer.

I would encourage schools to double check your food distribution surveys for next school year to make sure that your entitlement money was allocated (spent) the way you want it to be spent. Our change in staff occurred in the middle of the entitlement allocation process and placing orders and we have caught a few mistakes in that process. Darcy Beougher and Pam McCown are working diligently to ensure food distribution stays on track for next school year, but please be patient with us as we work through that process.

Did you know that [Team Nutrition resources](#) are available for any schools, child care settings, and summer meal sites that participate in the USDA FNS Child Nutrition Programs. Team Nutrition is an initiative of the United States Department of Agriculture's (USDAs) Food and Nutrition Service (FNS) and it supports efforts to promote lifelong healthy food choices and physical activity by improving the nutrition practices of the Child Nutrition Programs. There are lots of great resources for schools, child care settings, and summer meal sites that participate in these programs.

Check out the [NEW Team Nutrition Resource Catalog](#) for a complete list of Team Nutrition's information and resources in one place. All Team Nutrition resources are available on the Team Nutrition Web site in the [Resource Library](#). Schools, child care providers (centers, sponsors, and day care homes), and summer meal sites that participate in USDA Child Nutrition programs may request [free printed copies](#) of certain materials. Other materials may be requested by the State agency. Eligible entities may request printed copies using the [online order form](#).

If your school is participating in the National School Lunch Program, you can sign up as a Team Nutrition School, and join an important network of schools working towards healthier school nutrition and physical activity environments. Follow the steps below to see if your school is already signed up and to sign up.

[Sign Up](#)

[Search the Team Nutrition Schools Database](#)

[Search for Your School to Update the Information](#)

During these beautiful summer days, I am reminded that "when the sun is shining I can do anything; no mountain is too high, no trouble too difficult to overcome" ~Wilma Rudolph. Take a moment to celebrate the start of summer, summer solstice, or the longest day of the year on June 21.

Cheriee Watterson

South Dakota Sponsor Spotlight!

Is your school or agency is doing anything unique and interesting in your programs that you would like to share!? Do you want to be featured in our South Dakota Sponsor Spotlight segment!? Submit any pictures along with a summary of the exciting events that you're doing to DOE.SchoolLunch@state.sd.us.

Belle Fourche Celebrates National School Breakfast Week

The Belle Fourche School District received a donation celebrated National School Breakfast Week by feeding ALL of the Kindergarten students breakfast for one day that week! 119 students started the day right with a nutritious breakfast to fuel their minds! Unfortunately, they didn't get any photos but everyone had a blast! Way to go Belle Fourche School District!

Check in With CANS Monthly Conference Call

Check in with CANS is a monthly conference call scheduled for the first Thursday each month. This call is open to all agencies on the School Nutrition Programs. Each call will start with a report from CANS with hot topics, new guidance or program clarifications, and reminders of upcoming dates. There will also be time scheduled during each call for participants to ask questions.

The May 3 Check in With CANS was the last call of the 2017-18 school year. Keep an eye out for the SY2018-19 call dates!

CANS Welcomes Katie Dryden

Hello! My name is Katie Dryden. I am new to CANS and will be working as a Program Specialist. I spent my childhood living in Bruce, Volga, and Brookings, South Dakota. I graduated with my Associates Degree in Human Services specializing in Early Childhood Development from Lake Area Technical Institute in Watertown, SD in 2014. My now husband and I moved to Pierre the day after graduating, and have lived here ever since! Having worked for the State of SD for nearly 4 years now, I have held previous positions with Child Protection Services and Child Care Assistance. I am looking forward to getting to know everyone in the coming months!

CANS Welcomes Intern Miranda Rockwood

Hello! My name is Miranda Rockwood and I am a new intern for Child and Adult Nutrition Services this summer. I was born and raised in Pierre, SD and graduated in May of 2016. I am currently attending The University of Nebraska-Lincoln (Go Big Red!) where I am pursuing a degree in Elementary Education. Upon graduation from Lincoln I plan to teach in a Title I school in Nebraska. As for long-term goals I hope to one day receive my Master's degree in Education and go on to become a principal. I am so excited to be with the CANS department and to have the opportunity to work with the Nutrition Programs here in South Dakota!

Upcoming Summer Trainings

ICN Financial Management

- The training will be held in **Pierre, on July 17th - 18th 2018**
- Good financial management is critical for successful school nutrition programs. The ability to interpret the financial outcomes of operational decisions is essential to effective management of school nutrition programs.
- The training includes procedures for consistently recording financial data, recommendations for generating standard financial reports, and guidelines for interpreting the outcomes of financial decisions.
- Who should attend Financial Management: A Course for School Nutrition Directors training? We recommend that Business Managers and Food Service leads attend this course together.
- The training includes pricing guides, recording financial data consistently, determining compliance with regulatory requirements (PLE, non-program foods), meals per labor hour and assessing your school nutrition program for better financial outcomes.
- **Register for this training by June 15th, 2018.**
- *CANS Webpage -> NSLP -> Training Opportunities* OR Registration Link: https://www.surveymonkey.com/r/CANS_ICN_Financial_Management

School Nutrition Association State Conference

The School Nutrition Association (SNA) of SD has released the State conference registration link and details! The conference will be held July 24-26th in Watertown. State conference is a great way for school nutrition staff to stay up to date on the current information in school nutrition as well as to meet staff from other districts and hear their ideas and experiences. [Click here for registration information and details about the various conference sessions.](#) As a reminder, this conference is not hosted by CANS. For any questions regarding registration or conference details, please contact Liz Marso (Elizabeth.Marso@k12.sd.us or (605) 295-3081).

Nonprogram Foods Resources and Reminders

As a reminder, nonprogram foods should be evaluated annually at your district using the [USDA Nonprogram Food Revenue Tool](#). Many people look at this tool and don't even know where to start or what to do to get the information for the tool. If that's you, you're in luck! The CANS office has created some resources for you to utilize to help you determine what numbers you should enter in to the USDA Nonprogram Food Revenue Tool. This tool will be a part of the school year 2018-19 iCAN application as a checklist item.

One of the resources we have created is known as the [Nonprogram Food Reference Period Tool](#). This can be filled out using a week of information and will tell you at the end what numbers to enter in to the USDA Nonprogram Food Revenue Tool. When looking at it, you may ask yourself, who should gather this information!? Typically we see that business managers and food service directors work together to complete this tool along with the USDA Nonprogram Food Revenue Tool.

We have also recorded a [Nonprogram Foods webinar](#) that talks about the basis of nonprogram foods and the requirements and gives a tutorial of how to use the Nonprogram Food Reference Period Tool.



Eat Healthy. Get Active. **Every Day.**

Fuel Up to Play 60, the in-school nutrition and physical activity program from National Dairy Council, local Dairy Councils and the National Football League, in collaboration with United States Department of Agriculture (USDA), is helping to make wellness part of the game plan in nearly 73,000 schools across the country.

Funding Opportunities for Fuel Up to Play 60 Are Available to Help Schools Make Healthy Changes!

Funding opportunities for Fuel Up to Play 60 are available to K-12 schools enrolled in Fuel Up to Play 60. The competitive, nationwide funding program is designed to support schools that implement Plays from the 2018-2019 edition of the Fuel Up to Play 60 Playbook.

Whether you're just starting out with Fuel Up to Play 60 or looking to expand and extend an initiative that's already in motion, funding opportunities for Fuel Up to Play 60 can help.



Apply for Funds

To be eligible for Funds, your school must:

- Be enrolled in Fuel Up to Play 60 for the 2018-2019 school year
- Participate in the National School Lunch Program

MARK YOUR CALENDAR NOW FOR THE 2018-2019 DEADLINES:

Wednesday, June 13, 2018

Ready to Learn More?

Visit **FuelUpToPlay60.com** for information and resources on how to apply for Funds.



Eligibility Manual for School Meals 2018-2019

USDA Food and Nutrition Service will not release an updated Eligibility Manual for School Meals for School Year 2018-2019. State agencies and Program operators can continue to use the [2017 Edition of the Eligibility Manual](#) for the upcoming School Year. Any new policies will be posted on the USDA [School Meals Policy Page](#). The Eligibility Manual provides comprehensive information on Federal requirements, policies, and procedures, and is intended to help State agencies and Program operators accurately determine, certify, and verify children's eligibility for free and reduced-price school meals and free milk.

Income Eligibility Guidelines Updated for SY18-19

The Income Eligibility Guidelines, also known as the 'income grid' for determining free and reduced price meal benefits, have been released for SY18-19, and have been posted to the CANS webpage. See the guidelines [here](#). The Public Release for SY18-19 has also been updated on the CANS webpage, and can be found [here](#).

Both the Income Eligibility Guidelines and Public Release have also been posted to the Download Forms section of the iCAN system. After logging into iCAN, simply click Applications, and then click Download Forms.

Please feel free to contact the CANS office with any questions.

Pick It! Try It! Like It!

Rhubarb is June's Pick it! Try it! Like it! Rhubarb can be stored in a plastic bag in the refrigerator for a few days. It has large green leaves that should not be eaten. Rhubarb is most often used in pies and baked goods; it can also lend itself to other food, like cold soups, jams, and meats like beef, pork, and lamb. Rhubarb is a good source of B-complex vitamins such as folates, riboflavin, niacin, vitamin B-6 (pyridoxine), thiamin, and pantothenic acid. For a fact sheet, recipe card, and sampling instructions for Rhubarb Blueberry Sauce with Oranges visit <http://igrow.org/up/resources/04-5033-2013.pdf>



Pick it! Try it! Like it!

Food Allergies: Helping Schools Prepare to Respond

Many students are affected by food allergies and they are a growing concern for many school districts. There are 8 foods that most commonly cause food allergies (milk, eggs, peanuts, tree nuts, wheat, soy, fish, and shellfish). USDA has written an article that discusses food allergies in greater detail and some resources that are available to schools to help them recognize and deal with food allergies. You can read the full article, [Food Allergies: Helping Schools Prepare to Respond](#), here.

Professional Standards

Reminder: The school year is coming to an end. Perhaps you have retiring school food service staff, or need to hire extra personnel for next fall. Don't forget the Professional Standards Hiring requirements when doing so. The CANS website <http://doe.sd.gov/cans/nslp.aspx> has resources. You can also access www.theicn.org or go to <http://professionalstandards.nal.usda.gov/>.

Memo SP 38-2016 has common questions & answer concerning Professional Standards: FNS-486, 5-2015 is the summary of the final rule. Remember - many trainings for food service staff are taking place during upcoming summer months, so don't forget to enter your hours in the training tracker!

Highlights of the minimum training standards for School Nutrition Program Employees

- Continuing education/annual training standards apply to all employees
- The number of **TRAINING HOURS** varies for four staffing levels:

Staffing Level	SY 15-16		SY 16-17 & Beyond
DIRECTOR	8	→	12
MANAGER	6	→	10
ALL OTHER STAFF	4	→	6
PART-TIME STAFF (working less than 20 hours per week)	4	→	4

- Contact your State agency for additional information and flexibilities.

Smarter Lunchroom Tips

https://www.youtube.com/playlist?list=PLaqD6X6pQgmKGbGknhuaKn_L_e3dbWhn4

Prepackaged Menu Items

Do you sell prepackaged items? They can benefit your program by managing portion sizes, speeding up lines, and increasing sales. Part of prepackaging items is ensuring the packaging is attractive-this will encourage students to purchase the items! Prepackaged items can be things like salads, wraps, sandwiches, etc. Prepackaged items can be made to meet the meal pattern requirements for all grades. Another thing to think about is lighting. If your displays are well-lit, it will attract students to those items. That, along with the attractive packaging will help make students excited about healthy foods they need and will increase your sales!

Centralized Salad Bar

Want to increase your salad bar participation? One idea is to move it to a central location that students must pass by and allow students access from both sides! It is helpful to have a mixture of items, including typical salad bar options, like a variety of greens, fruit, etc. Also place grab-and-go items like pre-packaged salads and sandwiches on the salad bar. Remember to also include fruit as a part of your salad bar, whether it's canned, fresh, or both! Another "trick" is to place items that complement the entrée of the day at the beginning of the salad bar. This will encourage students to go to the salad bar to complete their meal, and then continue adding more fruits and veggies to their tray!

SNA Webinar Wednesdays

On Wednesdays the School Nutrition Association (SNA) presents webinars relating to various topics across the Child Nutrition Programs. Below you will find a list of upcoming webinars that they will be hosting for the remainder of the school year.

You can find more information about each of the webinars as well as registration information here: <http://schoolnutrition.org/Webinars/>

Registration is Open:

Best of #LAC18: Mastering Forecasting through Cycle Menus

Wednesday, June 20, 2018, 1:00 pm CT / 12:00 pm MT

Join this webinar to learn more about effectively planning your cycle menus to ensure cost effective use of your entitlement and commercially purchased food products.

USDA Foods Processing Regulation Changes Webinar

Changes to the USDA Foods (Commodities) processing regulations (7 CFR Part 250) go into effect July 2, 2018. The USDA has announced a webinar to review changes to the regulations. Changes include modifications and interpretations to the requirements for the processing of donated foods.

USDA Webinar Information:

The USDA Foods Processing Rule: A General Overview

Thursday, June 28, 2018 12:00:00 PM CDT - 1:00:00 PM CDT

This webinar will help you better understand changes to the new USDA Foods processing regulations. USDA staff will review highlights and answer questions. FNS published a Final Rule on May 1, Revisions and Clarifications in Requirements for the Processing of Donated Foods, which revises and clarifies requirements for the processing of USDA Foods, effective July 2, 2018. **The webinar is targeted for USDA Foods processors, brokers, distributors and school districts.** FNS Regional Offices and USDA Foods in Schools State Distributing Agencies are welcome to attend.

If you are interested in attending, please sign up using the following link to the registration page.

https://events-na1.adobeconnect.com/content/connect/c1/2214079346/en/events/event/shared/default_template_simple/event_registration.html?sco-id=2545178970& charset =utf-8



Building the Future with CACFP

Upcoming CACFP Training Workshops

The following workshop dates and locations have been set for the spring 2018 CACFP workshops.

“CACFP Basic Training” workshops are suggested for new agencies in the CACFP or new staff working with the CACFP within your agency. These are not workshops intended for “veteran” employees who have recently attended a CACFP workshop.

These workshops provide very basic training in the Child and Adult Care Food Program. In 2018, the format for this training changed significantly. The topics have been divided into two separate days. The first day will cover the CACFP duties that are typically done by administrative staff. The second day will cover the duties that are typically done by food service staff. Some of the CACFP training topics will be covered on both days since they are duties that may apply to both administrative and food service staff. We understand that some agencies have the same person doing all (or most) of the CACFP duties. When the same person is attending both dates, the repeat sessions only need to be attended on one day; however, that individual would be welcome to attend on both days, if desired. These training sessions are a chance to gain information that is needed to operate the CACFP and are free of charge. Registration is limited to 25 people per session. Due to the limited number of participants, new agencies and new staff will be given highest priority.

“CACFP Plus! Training” is suggested for agencies that have CACFP staff that just need a review of the requirements to meet the annual training requirement but do not need an in-depth training on the topics. This workshop includes all of the required CACFP annual training topics. Please notice that we are offering two sessions of the CACFP Plus! workshops in Rapid City and Sioux Falls. Each session will be identical.

The dates and locations of the CACFP Plus! training are as follows:

June 21	Pierre	Mackay Building
June 27	Mitchell	Mitchell Technical Institute

The dates and locations of the CACFP Basic training are as follows:

June 19	Administrative	Pierre	Mackay Building
June 20	Food Service	Pierre	Mackay Building

Pre-registration is required for all workshops. There is no charge to attend. For more information please contact Melissa Halling at (605) 280-2696 or by email at Melissa.Halling@state.sd.us.

Mealtime Memos for Child Care

The April and May 2018 issue of *Mealtime Memo for Child Care*, the monthly newsletter that includes menus, recipes, and activities related to child care, are now online.

April 2018: Keeping Children's Eyes Healthy!

This memo provides information on how certain nutrients help reduce the risk of certain eye diseases.

May 2018: Nutrition and Learning

This memo provides information on how good nutrition sets the stage for success as children begin to learn.

Summer Food Service Program Guidance Tips and Locating Sites

The Summer Food Service Program Applications are being approved and sites will be opening this month.

The Summer Food website <http://doe.sd.gov/cans/sfsp.aspx> has multiple tips and helps to assist you as you promote summer food programs throughout the state.

Directly below the Summer Food Service Program page title is the link to the approved 'Free Summer Feeding Sites' in South Dakota in a spreadsheet and the National link to all in feeding sites in the USA including South Dakota in a mapping tool called 'USDA Summer Meal Site Finder'.

The gray title bar *Documents* has links to the USDA SFSP Flyer which is a poster with the summer food hotline, text information and the website which all schools should to use to advertise the summer feeding locations. The open sites for both Summer Food Service Program and Seamless Summer Option are listed that any child 18 or younger can go to and receive a free meal.

The gray title bar *SFSP Sponsor Newsletter* – has the newsletter for Sponsors uploaded. The newsletter gives agencies and schools on the Summer Food Service Program some guidance and tips for webinars and resources to assist them as they plan and conduct their feeding through the year.

The gray title bar *Useful Links* has links to the Summer Meals Toolkit, No Kid Hungry Free Meals TEXT poster, Team Nutrition link to take you to the Summer Moves items along with Summer Food – USDA that has a wealth of information.

Encourage all children to participate in the summer meals feeding sites in your communities! If you have questions on summer feeding, please contact Julie McCord at julie.mccord@state.sd.us.

Updated Policies

Some policies have multiple numbers. That means those apply to multiple programs.

Child & Adult Care Food Program

Two new policies have been issued for Child & Adult Care Food Program. Current policies can be found at <http://www.fns.usda.gov/cacfp/policy> (CACFP memos).

Date	Document #	Title
06/01/2018	CACFP13-2018	Child Nutrition Programs' Flexibilities for School Year 2018-2019
05/24/2018	CACFP 12-2018	Child Nutrition Program Waiver Request Guidance and Protocol- Revised

School Nutrition Programs (SP Memos)

Policies that apply to school operation and administration can be found at <http://www.fns.usda.gov/school-meals/policy>. **Four** new policies have been issued since the last Bulletin.

Date	Document #	Title
06/01/2018	SP18-2018	Child Nutrition Programs' Flexibilities for School Year 2018-2019
05/25/2018	SP17-2018	FY 2018 NSLP Equipment Assistance Grants for School Food Authorities
05/24/2018	SP14-2018	Demonstration Project for Non-Congregate Feeding for Outdoor Summer Meal Sites Experiencing Excessive Heat with Q & As
05/24/2018	SP 15-2018	Child Nutrition Program Waiver Request Guidance and Protocol- Revised

Summer Food Service Program

Three new policies have been issued for Summer Food Service Program. Policies can be found at <http://www.fns.usda.gov/sfsp/policy>.

Date	Document #	Title
05/24/2018	SFSP 06-2018	Summer Food Service Program Memoranda Rescission: SFSP 01-2007 and SFSP 06-2015
05/24/2018	SFSP04-2018	Demonstration Project for Non-Congregate Feeding for Outdoor Summer Meal Sites Experiencing Excessive Heat with Q & As
05/24/2018	SFSP 05-2018	Child Nutrition Program Waiver Request Guidance and Protocol- Revised

Food Distribution

No new policies have been issued for food distribution programs since the last bulletin. Food Distribution policies can be found at <http://www.fns.usda.gov/fdd/policy>.

Contact CANS

For any question, comments, or concerns

Email: DOE.SchoolLunch@state.sd.us

Phone: (605) 773-3413

Fax: (605) 773-6846

This institution is an equal opportunity provider.

Professional Standards Reminder: Any learning or training you receive about any aspect of the School Nutrition Programs can be counted as training time towards the professional standards annual training requirement. Reading the bulletin each month does count towards training hours.

Please retain documentation to show what topics were trained. For example, agenda, topics, handbook, certificate, etc. And record training on a Tracking Tool – we suggest using the [SD Tracker Tool](#) posted on the CANS NSLP website.

To credit training hours for time spent reading the Nutrition Bulletin, you will need to keep track of the time you spent reading and determine the applicable training codes. Appropriate documentation for this would be a copy of the bulletin signed and dated with the amount of time written on it.